



COUNTY OF SAN DIEGO
Great Government Through the General Management System – Quality, Timeliness, Value
DEPARTMENT OF HUMAN RESOURCES

CLASS SPECIFICATION

CLASSIFIED

WATER TREATMENT PLANT OPERATOR

Class No. 007073

■ CLASSIFICATION PURPOSE

To perform the operation, maintenance, and installation of rural water systems; and to perform related work as required.

■ DISTINGUISHING CHARACTERISTICS

This is a journey-level, single position class found only in the Department of Public Works. Under general supervision, the incumbent is responsible for inspecting the installation of plumbing, pumps, motors, and related equipment in rural water systems.

■ FUNCTIONS

The examples of functions listed in the class specification(s) are representative but not necessarily exhaustive or descriptive of any one position in the class(es). Management is not precluded from assigning other related functions not listed herein if such functions are a logical assignment for the position.

Essential Functions:

1. Operates and maintains water pumping plants, filters, and chlorinators.
2. Installs or inspects the installation of new and replacement plumbing, pumps, motors, and related equipment.
3. Maintains springs, wells, and reservoirs.
4. Estimates costs and reviews plans for new and replacement installations.
5. Installs or inspects the installation of distribution mains, meter service lines, meters, and new connections from main line to meter.
6. Orders stock and maintains control records.
7. Maintains property location records.
8. Performs simple chemical tests and records results.
9. Tests and repairs meters.
10. Reads meters to determine water usage.
11. Provides responsive, high quality service to County employees, representatives of outside agencies and members of the public by providing accurate, complete and up-to-date information, in a courteous, efficient and timely manner.

■ KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Plumbing and building codes.
- Basic arithmetic.
- Tools, equipment and materials used in plumbing.
- Work safety practices.
- Environmental Protection Agency (EPA) and State requirements for small water systems.
- County customer service objectives and strategies.

Skills and Abilities to:

- Perform simple chemical tests.

- Use tools associated with plumbing work.
- Read and understand piping and blueprint layouts.
- Test and repair meters.
- Read meters and determine water usage.
- Order stock.
- Maintain accurate records.
- Communicate effectively orally and in writing.
- Establish effective working relationships with management, employees, employee representatives and the public representing diverse cultures and backgrounds.
- Treat County employees, representatives of outside agencies and members of the public with courtesy and respect.
- Exercise appropriate judgment in answering questions and releasing information; analyze and project consequences of decisions and/or recommendations.

■ EDUCATION/EXPERIENCE

Education, training, and/or experience that demonstrate possession of the knowledge, skills and abilities listed above. An example of qualifying education/experience is: a Grade II, Water Treatment Plant Operator Certificate issued by the State Department of Public Health, AND, two years of experience working at a public or private water treatment plant.

■ ESSENTIAL PHYSICAL CHARACTERISTICS

The physical characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of the classification(s). Reasonable accommodation may be made to enable an individual with qualified disabilities to perform the essential functions of a job, on a case-by-case basis.

Continuous upward and downward flexion of the neck. Frequent: walking, standing, bending and twisting of neck, bending and twisting of waist, squatting, simple grasping, reaching above and below shoulder level. Occasional: sitting, repetitive use of hands to operate computers, printers and copiers. Incumbents use physical strength and agility on a continual basis, including lifting and transporting objects frequently weighing up to 25 pounds.

■ SPECIAL NOTES, LICENSES, OR REQUIREMENTS

License

A valid California class C driver's license, which must be maintained throughout employment in this class, is required at time of appointment.

Certification/Registration

A Grade II Water Treatment Plant Operator Certificate issued by the State Department of Public Health.

Working Conditions

Incumbent will be on call; work weekends and evenings and travel throughout the county.

Background Investigation

Must have a reputation for honesty and trustworthiness. Misdemeanor and/or felony convictions may be disqualifying depending on type, number, severity, and recency. Prior to appointment, candidates will be subject to a background investigation.

Probationary Period

Incumbents appointed to permanent positions in this class shall serve a probationary period of 6 months (Civil Service Rule 4.2.5).

New: September 10, 1982

Revised: June 2, 1989

Reviewed: Spring 2003

Revised: June 14, 2004

Revised: March 31, 2006